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<b>BOARD OF HEALTH:</b>	Bruce DeLong	George Bailey	Adam Petersen
	Nicole Fickes	Steven Sopocy	Matt Murray

Mid-Michigan District Health Department (MMDHD)  
 BOARD OF HEALTH  
 FINANCE COMMITTEE MEETING  
 Gratiot Office, Ithaca

Wednesday, March 26, 2025, 8:30 a.m.

MINUTES

*We take action to protect, maintain, and improve the health of our community.*

Members Present: George Bailey (Chair), Bruce DeLong and Adam Petersen

Members Absent: None

Other Board  
 Members Present: None

Staff Present: Mari E. (Liz) Braddock, Health Officer; Melissa Selby, Director of Administrative Services; Lonnie Smith, Director of Environmental Health (EH); Sarah Doak Director of Community Health and Education Division (CHED); Krishna Santana, Board Secretary; Hailey Hutchens, Administrative Services Supervisor

Staff Absent: None

Guests: None

G. Bailey called the Finance Committee Meeting of the Mid-Michigan District Board of Health (BOH) to order at 8:30 a.m., on Wednesday, March 26, 2025, at the Gratiot Office of the Mid-Michigan District Health Department (MMDHD), Ithaca, Michigan.

**Petersen approved the agenda seconded by B. DeLong. Motion carried.**

A. MMDHD's Expenses for February 9 through March 7, 2025

G. Bailey went over the expenses, asking the board if there were any questions.

DeLong questioned the Mendez Foundation payment in the amount of \$8,108.27, M. Selby told the board it was a part of the Too Good for Drugs campaign, purchasing a curriculum to use in the schools with the funds coming from an opioid grant.

**Motion made by B. DeLong to recommend the BOH approve and pay the MMDHD's Expenses for February 9 through March 7, 2025, totaling \$594,684.32, A. Petersen seconded. Motion carried.**

B. MMDHD's Monthly Balance Sheet, Revenue and Expenditure Report for February 2025

**Motion made by A. Petersen and seconded by B. DeLong to recommend the full board accept and place on file the Balance Sheet, Revenue and Expenditure Report for February 2025. Motion carried.**

C. Administration Fee of Vaccines

S. Doak told the board she needed to change the vaccine fee amount to \$23.00 not the indicated \$24.00.

**Motion made by B. DeLong seconded by A. Petersen to recommend the board authorize the increase in the five noted administration fees. Motion carried.**

D. Fee Establishment for New Medications and Labs

S. Doak told the board this request is to add new codes for PrEP services.

**Motion made by B. DeLong seconded by A. Petersen to recommend the board authorize adding the proposed codes to the fee schedule at market price rounded up to the next dollar amount. Motion carried.**

E. Revised – Extending Yealink Video Conferencing Equipment

H. Hutchens told the board that the equipment approved last month is no longer available, the model is discontinued, the new model is \$484.56 more than the discontinued item.

**Motion made by B. DeLong seconded by A. Petersen to recommend the board authorize MMDHD to purchase the needed updated Yealink video equipment. Motion carried.**

F. Montcalm Office Rewire

Hutchens told the board this would be basically the same as the Gratiot rewire, they wanted to see how the Gratiot office worked out before acting in Montcalm, there is infrastructure money available to process this project.

**Motion made by B. DeLong seconded by A. Petersen to recommend the board authorize MMDHD to allocate up to \$100,000.00 to contract with DataCom to complete the infrastructure upgrade. Motion carried.**

There being no further business to come before the Finance Committee, A. Petersen motioned to adjourn, seconded by G. Bailey, Motion carried, the meeting adjourned at 8:45 a.m.

Respectfully Submitted,

Krishna Santana, Board Secretary for  
George Bailey, Finance Committee Chairperson  
Mid-Michigan District Board of Health

DRAFT